

**Texas Parks and Wildlife Department
4200 Smith School Road
Austin, Texas 78744**

ADDENDUM

Addendum Number:	01	Dated:	February 21, 2017
Solicitation Number:	802-17-38006		
Solicitation Title:	Hazardous Tree Removal Services from the Leon River adjacent to Mother Neff State Park		
Purchaser:	Karen Williams, CTPM, CTCM		

PURPOSE OF ADDENDUM: ADDITIONAL INFORMATION

Except as provided herein, all terms and conditions of the document referenced herein, remain unchanged and in full force and effect. The following are specifications to this solicitation. This Addendum shall be attached to and form a part of the referenced solicitation document and any resulting awarded contract, and must be considered in your response.

ADDITIONAL INFORMATION

Section II – 4. PROPOSAL CONTENT: is updates to include:

4.3.6 **Exhibit H – PROJECT APPROACH:** Include completed Exhibit H – Project Approach

PROPOSAL REQUIREMENT: Respondents must include a Proposal that provides the following information for the Respondent and any subcontractors proposed to be used on the Project.

A. Project Approach

At a minimum, the Proposal must include a summary of the following information:

- i. A description of the Proposer's plan to accomplish the Statement of Work (SOW) as identified in Section 6 - Scope of Work and Specifications, which must include, but not be limited to, a preliminary management and task plan which, at a minimum, includes:
 - a. Task descriptions and associated proposed staffing assignments including titles, roles, and responsibilities for each Task and Deliverable required by the Statement of Work.
 - b. A statement which describes the availability and accessibility of each proposed Project team member to the Department and identifies the percentage of time that each proposed Project team member will be able to devote to each Deliverable and to be on-site at OSP facilities to perform their respective duties.
- ii. A proposed time line for completion of each Task and Deliverable that meets the requirements defined in the Statement of Work;
- iii. The proposed strategy and methodology for completing the work required by the SOW; including but not limited to project management, safety measures, scheduling delays, and other relevant information regarding strategy and methodology that the Respondent uses to manage and to provide hazardous tree removal services.
- iv. A description of the methods, processes, and tools proposed to facilitate communication and coordination with TPWD. Specifically describe how the Respondent will communicate progress, manage issues, and facilitate completion of successful deliverable.

Section II. 7 – Evaluation and Award is updated as follows:

7.5 Step 2 – Initial Evaluation - Include Exhibit H - Project Approach under Evaluation Criteria –

Evaluation Criteria	Weight
Compensation and Fees	40%
Technical Proposal (Exhibit H – Project Approach)	35%
Qualifications, Experience, Capability, Equipment, Etc. <i>(based on Exhibits E- Key Personnel, Exhibit F – Past Projects and References, and Exhibit G – Equipment List)</i>	25%
Total	100%

Respondents are to acknowledge receipt of this Addendum. Return a signed copy of this notice with your response submission.

I acknowledge receipt of this addendum.

Respondent Company Name

Respondent's Authorized Signature

Date